

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, OCTOBER 18, 2010
CITY HALL, 210 LAUREL AVENUE**

CALL TO ORDER/FLAG SALUTE:

Mayor McPheeters called the regular City Council meeting to order at 7:00 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

Mayor Bob McPheeters
Councilor Joe Martin
Councilor Matt Harris
Councilor Suzanne Weber
Councilor Steven Forster
Councilor John Sandusky
Councilor Willard Berry

Absent: None

Staff Present:

Rob Drake, Interim City Manager
John Putman, City Attorney
Arley Sullivan, Public Works Director
Terry Wright, Chief of Police
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of October 18, 2010 is attached and by this reference is made a part of the record.

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

(Copies attached)

1. Voucher Register for current bills to be reviewed for payment.
2. Invitation to apply for Water/Wastewater Financing Program letter from Melanie Olson, Regional Coordinator, Infrastructure Finance Authority – Exhibit A.

MINUTES:

Council minutes for October 4, 2010 were e-mailed and Special City Council meeting minutes of October 11, 2010 were provided in Council packets. **Councilor Weber moved approval of the minutes of the Special City Council meeting of October 11, 2010. Councilor Berry seconded the motion.** There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

Councilor Sandusky moved approval of the minutes of October 4, 2010. Councilor Berry seconded the motion. There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

PROCLAMATIONS: None

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PRESENTATIONS:

Positive Youth Development Coalition – Daeh Christensen-Carney and her daughter Sasha Pitchford asked the Council for their support of Red Ribbon Week in Tillamook County. It is a national event where communities across America come together to show their support of a drug-free community. The color red symbolizes your commitment towards uniting with others to take a visible stand against substance abuse. They will provide red balloons to hang on our building and encourage everyone to wear red. Council supported the request.

MONTHLY REPORTS:

Interim City Manager:

- WWTP – has met with our litigation attorney John Baker and partner Tim Ramis in Portland to discuss current status of the litigation. He delivered all pertinent files related to the litigation to the attorney's office.
- Working with Melanie Olson to process a grant for an updated sewer rate study.
- Interviewed and gave City events update on KTIL on Oct. 13, 2010.
- Working with Debbie Reeves and city attorney to finalize draft Reimbursement.
- Contacted ODOT regarding signage on the State highways entering Tillamook. ODOT will pay for signs that would help promote the historic downtown and possibly seasonal events like the Tillamook Farmer's Market.
- He and his wife attended the LOC conference banquet where Mayor McPheeters was honored for his years of service with Tillamook.
- Met with Matt Mumford, Tillamook Transportation District and Marshall Doak, Tillamook County Economic Development Council to discuss partnerships and additional opportunities for working together.
- Met with Police Chief Wright and City Attorney Putman to help finalize a draft Nuisance Ordinance. This would go before Council in a work session on November 1, 2010.
- Took an on-site tour of the Schmidt property and reviewed the Level 1 and Level 2 Environmental Site Analysis report on the property in advance of bringing the property donation request to the City Council for acceptance. There might be an available Brownsfield Grant for the clean-up of the property.
- TRA will hold their annual Halloween event in the downtown area on Friday, October 29, 2010 from 3:30 – 5:00 p.m.

City Recorder:

- Attended the annual City Recorder's Conference in Keizer last month. She briefed Council on sessions she attended.
- Notice has been posted for the Special City Council meeting and Executive Session for Thursday, Oct. 21, 2010 at the Fire Hall at noon.
- Briefed the Council on the credit card implementation. After speaking with Water Clerk Yuriy Ukhach she is in agreement that it is more for the sake of convenience for the customer than collecting payments that would otherwise turn into an uncollectible. She is still gathering statistics to see if the process is cost-effective but it definitely is a convenience and one more way to serve our customers.
- She gave a tour of City Hall to a local Cub Scout pack and their den leader last Friday. Police Dept. brought down a patrol car and the animal control truck for the children.
- She attended a Fire Extinguisher class at the Fire Dept. last Tuesday.

PUBLIC HEARINGS:

1. CITIZEN HEARINGS - NON-AGENDA ITEMS: NONE.

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2. COUNCIL CONCERNS - NON-AGENDA ITEMS:

Councilor Sandusky announced there would be a Ham Dinner at St. John's United Church of Christ on October 27, 2010 from 4:30 – 7:30 p.m. **Councilor Weber** announced that Sacred Heart Catholic Church was hosting their annual Turkey Dinner on Sunday, October 24, 2010 from 11:30 a.m. – 6:00 p.m.

Councilor Weber noted that Saturday, Oct. 23, 2010 is Leaf Pick up Day. A large dumpster is provided at the parking lot of City Hall for yard debris. Interim City Manager Drake mentioned that a substantial storm is predicted for later in the week so the City will ask City Sanitary, provider of the dumpster, if we could keep it in our parking lot for a few more days. **Mayor McPheeters** mentioned that with a heavy rainstorm the leaves from the trees are likely to clog drains. It would be most helpful if citizens notice a drain blocked with leaves remove the debris.

COMMITTEE REPORTS:

- **Personnel Committee:** **Chair Weber** stated that the committee has a meeting scheduled for Nov. 2, 2010 at 11 a.m.
- **Beautification and Parks Committee – Chair Weber** reminded everyone that the committee will meet on Oct. 21, 2010 at 10 a.m. at City Hall.
- **Finance Committee – Chair Martin** said the committee met on Oct. 14, 2010 at noon at City Hall to discuss an updated sewer rate study. The City has been invited to apply for a State grant to offset the costs associated with the revised study. The original study was done by Donovan Enterprises, Inc. They are willing to do an update to the study for a cost not to exceed \$4,995.
- **Public Safety Committee – Chair Forster** reported that a meeting is scheduled for Oct. 26, 2010 at 2 p.m. at the 9-1-1 Center.
- **Public Works Committee – Chair Berry** stated that the committee would be meeting on Oct. 21, 2010 at 8:30 a.m.
- **Associations Committee – Chair Berry** reported that he attended a Solid Waste Advisory Board committee meeting. They will be having a medications pick up soon and he will follow-up with the date of that pick up. **Sullivan** was asked to update the Council on testing requirements for medications in wastewater. He said the WWTP has recently undergone testing for 117 different chemicals relating to medications in our wastewater. Only two medications showed up from the 117 tested. He encouraged citizens to take their unused medications to a disposal site as they are hazardous to the environment. He also stated that he was part of a County-wide committee looking into the issue.

PENDING BUSINESS: City of Tillamook/Tillamook Area Chamber of Commerce Tourism Promotion Agreement.

Andy Neal, Chamber Director said he has reviewed the agreement and is pleased with it. He looks forward to a stable source of funding for the Chamber.

Councilor Weber moved for Council to approve the tourism promotion agreement between the City of Tillamook and the Tillamook Area Chamber of Commerce. **Councilor Forster** seconded the motion. Under discussion **Councilor Berry** asked for clarification of the Promotion Fee at 10%. **Drake** explained the increase is 10% of the tax and better explained as such than to refer to the increase of 1%. There being no further discussion **motion** carried unanimously by Council seated.

NEW BUSINESS:

1. WASTEWATER RATE AND FINANCIAL MODELING UPDATE – Rob Drake

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Drake gave his staff report to the Council. The issue before the Council is that additional financial information became available regarding some of the basic assumptions that were provided as background for the financial analysis. In addition, the loan increased from \$14.2M to \$16.7M. Because of the new information, the sewer rate analysis is not fully complete and accurate. Nor was there any consideration for replacement of aging pipes. Lastly, there was no money factored in for possible litigation.

He recommends that Council approve the contract with Donovan Enterprises, Inc. for an amount up to but not exceeding \$4,995. While reviewing the sewer rate issue, he has made contact with the State's Business Development Department representative based in Tillamook seeking financial assistance with the revised rate study. The City of Tillamook has been "invited to apply" for a State grant to offset the costs associated with the revised sewer rate study. The City Council is being asked to approve application for the grant to reimburse the City for costs related to the study. By approval, the State's Business Development Department will be informed that the City Council has approved the application process.

Councilor Sandusky moved for the City to apply for the grant to the State's Business Development Department "invitation to apply" grant of up to \$4,995 and approve the contract with Donovan Enterprises, Inc. for an revised sewer rate study for the City of Tillamook. Councilor Weber seconded the motion. Motion carried unanimously by Council seated.

LEGISLATIVE

1. EXTENDING CITY OF TILLAMOOK'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF TILLAMOOK FOR POLICY YEAR 2010-2011 -- RESOLUTION

Mayor McPheeters explained that this is an annual housekeeping item required by our insurance company.

Councilor Weber moved for the approval of the resolution extending the City of Tillamook's Workers' Compensation coverage to volunteers of the City of Tillamook for policy year 2010-2011. Councilor Forster seconded the motion. Motion carried unanimously by Council seated.

STAFF COMMUNICATION/CORRESPONDENCE/DISCUSSION:

- Tillamook Area Chamber of Commerce Honorary Award Nomination application was included in Council packets.
- Tillamook Revitalization Association Quarterly report was included in Council packets. Chris Kell, TRA representative reviewed the report with the Council and updated them on coming events. Second Street Public Market will feature live music every Friday night.

MAYOR'S REPORT:

Mayor McPheeters reported on the annual Mayor's Ball held last week. He mentioned several of the educational programs the event raises money for. Safeway donated the food for the event and TLC Federal Credit Union sponsored the decorations.

AUTHORIZATION TO PAY BILLS:

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The Finance Committee had reviewed the current bills prepared for payment. **Councilor Martin moved to pay the bills approved by the Committee. A second was made by Councilor Weber. Council seated approved the**

motion unanimously. Bills were paid in the following total amount. A copy of the voucher register is attached and by this reference is made a part of the record.

GENERAL CHECKING ACCOUNT

Special Batch 10/06/2010	Check #29776	\$ 5,548.60
A/P Batch 10/18/2010	Checks #29777-29845	\$ 55,672.07

ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 7:50 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder